RELOCATION PROGRAM

Moving Made Easy

What Does the Military Really Pay When You Move?

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DEFENSE TRAVEL MANAGEMENT OFFICE

12th Annual Joint Services/Agency/ERC Relocation Training Conference

here]

Thought for the Brief

"Do not give any time to your past, you can't change what happened 5 minutes ago.“

-- Jan Ruhe

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Regrets

- ***I can't be with you this time as I'm recovering from major surgery and it's taking a little longer than I anticipated.***

- ***I can be reached with questions, BUT no 'pen pals'!***

Bill Tirrell

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Caveats

- **The material in this briefing is current BUT is subject to change in the future.**
- **Do NOT make this brief the basis of ANY decision; consult the appropriate reference (Joint Federal Travel Regulation (JFTR) or Joint Travel Regulation (JTR)) for current information.**
- **"If *you can't stand the answer, don't ask the question." (Ed Brennan, State Department)***
- ***Website:***
  - ***http://www.defensetravel.dod.mil/perdiem/***

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Basics

- ***JFTR & JTR (& Federal Travel Regulation (FTR)) are NOT "guidance"***
  - ***They have the force & effect of law!***
  - ***There are NO JFTR (or JTR) 'waivers'.***
- **Just because JFTR (or JTR) doesn't say you can't do something does *NOT* mean that you can (JFTR, par. U1000 & JTR, par. C1050-A**
  - Said differently – The regs tell users what they can do; and users need to find where the regulations say something CAN be done!
  - If an AO wants to 'OK' a reimbursable expense, make sure it's on the list!
- **JFTR & JTR Appendices A are must-read if dealing with US uniformed members (and DoD civilian employees) and travel & transportation allowances**

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Basics (cont'd)

- **Continuing emphasis on Defense Travel System (DTS)/Commercial Travel Office (CTO) use**
  - ***CTO use for all official transportation reservations is required by statutory regulation, CTO contracts, and is DoD MANDATORY policy***
    - ***Personnel action available for violators***
    - JFTR, par. U3125; JTR, par. C2203
    - ***Any inference to the contrary is NOT correct***
  - ***DTS use is mandated for most TDY travel and for PCS transportation reservations (Use of State Department's E2 OK for reservations overseas; NOT for travel claims)***

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Orders

- **Many TDY ‘orders’ prepared in DTS**
- **“Throw the folder away!” Reread about how to complete a ‘paper’ order if preparing one! Don’t follow the old often incorrect ‘format’.**
- **Service order preparation written material for uniformed personnel; or**
- **JTR, APP I for civilian employee orders**
- **A poorly worded order almost always leads to poorly/ inaccurately provided services, misunderstanding about allowances, and unhappy travelers**
  - Clear up ‘uncertainties’ BEFORE travel; the order-issuing authority ‘clarifies’ – no one else

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PCS Orders

- **Write it simply and COMPLETELY so ALL users understand what's intended**
  - REMEMBER – If an order conflicts with regulations, the regulations AND NOT THE ORDER are correct
- **Make decisions about discretionary allowances before the order is prepared – Examples:**
  - House Hunting Trip (civilian employees)
  - POV shipment OCONUS (and storage in lieu of shipment for uniformed personnel)
  - Property Management (civilian employees)
- **DOCUMENT DECISIONS as part of the order**

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PCS Allowance Comparison

- **Uniformed and civilian**
  - General information (JFTR & JTR, Chs 5, Parts A)
  - Member/employee travel (paid differently)
    - New POC mileage rate set by IRS/GSA & effective 1 Jan 2010 - $.165/mile
    - Same per diem rate for POC travel ($116/day) (JFTR & JTR Chs 5, Parts B)
    - Member paid ‘flat rate’; employee paid ‘Lodgings-Plus’
  - HHG or mobile home shipment
    - Varying HHG weights for uniformed personnel; more shipping options for uniformed personnel (JFTR & JTR, Chs 5, Parts D & F)
    - Civilians have a max of 180 days SIT ***with an exception tied to OEF/OIF***!
  - Dependent travel and transportation (paid differently)
    - Same per diem rate for POC travel ($116/day) (JFTR & JTR, Chs 5, Parts C)

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PCS Allowance Comparison (cont'd)

- **Uniformed and civilian (cont'd)**
  - Miscellaneous Expense Allowance (MEA) vs. Dislocation Allowance (DLA) (paid differently; different payment ceilings) (JFTR & JTR, Chpt 5, Parts G)
  - POV shipment (no optional storage for civilian employees) (JFTR & JTR, Chs 5, Parts E)
    - Multiple POVs possible (not likely) for employees in CONUS
      - ***MUST*** be to the GOV'T's financial benefit
    - Members now ***may*** have a CONUS/CONUS POV transportation option
      - Requires the entire family to travel together in one POC

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PCS Allowance Comparison (cont'd)

- **Uniformed and civilian (cont'd)**
  - House hunting trip @ GOV'T expense (civilian employees only) (JTR, Ch 5, Part M)
    - Uniformed personnel @ 'no cost' to the GOV'T
  - Temporary lodging/meals expenses at old and/or new permanent duty stations (paid differently for civilians and uniformed, and differently within uniformed services: TLE CONUS (48 & DC) vs. TLA overseas)
    - TQSE(AE) or TQSE(F) for civilian employees (JTR, Ch 5, Part H) (TQSA per State Dept regs)
      - ***CONUS TQSE(AE) uses CONUS Standard ($116) per diem***
    - TLE & TLA computations in JFTR (TLE - JFTR, Ch 5, Part H & TLA - JFTR, Ch 9, Part C)

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PCS Allowance Comparison (cont'd)

- **Uniformed and civilian (cont'd)**
  - Leave travel between overseas assignments (COT/IPCOT and RAT) (JFTR, par. U7200 & JTR, Ch 5, Part K)
    - Similar
  - Leave travel while overseas (both uniformed personnel & civilian employees now have Funded Environmental and Morale Leave (FEML) travel and (Rest & Recuperation) R&R travel in designated locations) (JFTR, pars. U7207 & U7300; JTR, Ch 7, Parts N & Q; JFTR/JTR, APP S and U)
    - Similar
  - Buy/sell residence/property management (***civilian employees only***) (JTR, Ch 5, Parts P & Q)

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PCS Allowance Comparison (cont'd)

- **Uniformed and civilian (cont'd)**
  - Taxes on PCS travel/transportation allowances (DODFMR, JTR, Ch 5 Part N, & Federal Travel Regulation (FTR))
    - Uniformed service PCS allowances ***not*** taxed; civilian PCS allowances significantly taxed
  - For references, see the FAQ #37 on our website @ http://www.defensetravel.dod.mil/perdiem/faq.html

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Frequently Asked Questions

- **Why must we use city-pair airfares when there are less expensive airfares available? And what's with the CTO fees for ticket change charges?**
- **Do I, a civilian employee, have to use Government lodgings?**
- **When will all travelers have one set of travel regs?**
- **What about 'cheap' airfares & hotel rooms booked on-line?**
- **Why is PCS paid at $.165/mile and TDY travel at $.50/mile?**
- **Why so many differences between what a uniformed member and family get and what a civilian employee and family receive?**

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Frequently Answered Questions

- **City pairs provide excellent value and versatility . If they were NOT there, many of the lower airfares would not be offered by competitors. Airlines no longer pay CTOs – so customers must.**
- **Civilian employees do NOT have to use GOV'T QTRS. JTR, Chapter 1!**
- **One set of regs is in the works now. There will be differences since the underlying laws are different, but hopefully 'one book' will help. Think 2011!**

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Frequently Answered Questions (cont'd)

- **On-line booking of airfares 'may' work if the command OKs the low airfare as an exception AND the CTO cannot book the airfare; Do NOT use on-line hotel booking engines as those on-line hotel booking engines CANNOT provide acceptable hotel receipts and the hotels deal with the on-line engine and NOT with the traveler**
- **TDY mileage pays for all (fixed and variable) costs of POC operation; PCS Mileage Allowance in lieu of Transportation (MALT) is a payment in lieu of providing commercial transportation and has NEVER been meant to cover all POC operating costs**

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Frequently Answered Questions (cont'd)

- **Travel allowances are provided in laws that are then converted to regulations and implementing policies and procedures (PDTATAC for uniformed personnel and GSA for civilian employees). The laws for uniformed personnel and for civilian employees differ and so therefore must the regs and policies and procedures.**

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Summary

- **PDTATAC website: *http://www.defensetravel.dod.mil/perdiem/***
  - You can get e-mail notification of significant changes!
  - Look for 'Mailing List' on the home page and sign up!
- **Any traveler's BIGGEST need is:**
  - CORRECT AND TIMELY INFORMATION!!
- ***I suggest* travelers be informed by knowledgeable personnel using JFTR, or JTR/FTR/DSSR, and Service implementing regs**
  - JFTR is statutory regulation for uniformed services
  - JTR implements FTR (& DSSR, in part) for DOD civilian employees
- **READ APPENDIX A IN JFTR & JTR!!**

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Summary (cont'd)

- ***Service PoCs:***
  - *http://www.defensetravel.dod.mil/perdiem/phdir.html*
- ***Use the Service Military Advisory Panel (MAP) and Civilian Advisory Panel (CAP) members as resources via your chains of command***
  - Phone numbers on the website
- **In *DESPERATION ONLY*:**
  - bill.tirrell@dtmo.pentagon.mil
  - ***NO 'pen pals'***

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Subscriber E-mails (if you sign up, one, maybe two a month)

Subscriber:

- **The following information was published for 01 January 2010:**
  - OCONUS/Foreign Per Diem Rates updated.
  - Travel Regulations JFTR & JTR updated for January 2010.
  - Basic Allowance for Housing (BAH) updated for CY 2010
  - Dislocation Allowance (DLA) updated for CY 2010
  - CONUS Cost-Of-Living Allowances updated for CY 2010.
  - Overseas Cost-Of-Living & Housing Allowances updated for 01 Jan 2010.
- **To access the updated information, go to http://www.defensetravel.dod.mil/perdiem/perdiemrates.html**